

## Scientific and Technical Employee Development (STED) Conference Call October 1, 2009

Committee members:

| Name                       | Role/Affiliation       |
|----------------------------|------------------------|
| Steve Anthony              | Studies Section Chiefs |
| Steve Blanchard            | WRD Senior Staff       |
| Virginia de Lima           | Center Directors       |
| Bob Hainly (Chair)         | Data Chiefs            |
| Bill Hazell (not present)  | Hydrologic Technicians |
| Harry Jenter               | NRP                    |
| Barb Kerans                | IT Specialists         |
| Mike Nolan                 | OSW                    |
| Dave Pollock (not present) | OGW                    |
| Lynn Taylor                | NWIS                   |
| Alan Ward                  | OED                    |
| Franceska Wilde            | OWQ                    |

### Meeting Introduction:

- Bob Hainly opened the teleconference and reviewed the brief agenda.
- The purpose of this call is to determine consensus on a face-to-face meeting later in October and to make assignments for topics of discussion for that meeting, if held.

### Comments on the minutes from the July 2009 meeting:

- No comments were received.
- **ACTION ITEM** – Bob will send a reminder to the absent members to review the draft minutes and then send the finalized July 2009 meeting minutes to be posted on the STED web page.

### Face-to-face Meeting:

- Group agreed that meeting would be beneficial.
- Dates: October 20-22, 2009.
- Location: Reston National Center
  - **ACTION ITEM** – Steve B. to secure meeting room and projector.
  - **ACTION ITEM** – Bob will set up WebEx session if needed.
- Meeting will include a status report to Water Senior Staff and a proposal on TEL course sustainability.
- Meeting topics and assignments:
  - Web page enhancement – Nolan, Hainly
  - Recommended and essential technical courses – Pollock, Wilde
  - Charter update/Goal-setting – Taylor, Kerans, Jenter
  - TEL course development plan – Ward, Blanchard
  - TEL course fee structure – de Lima, Hazell, Anthony
- **ACTION ITEM** – Bob will develop meeting agenda and distribute to committee
- **ACTION ITEM** – Bob will develop draft presentation to Senior Staff for review at meeting

**The next meeting is scheduled for Tuesday through Thursday, October 20-22 in Reston.**